

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (SUMMARY)

Project Information:

Lead Agency:	BCAG
Project Name:	NEW B-LINE COMMUTER EXPRESS SERVICE
Project Type: <i>See Attachment A</i>	A1: Implement new transit service
Description of Project (Short):	Butte County Association of Governments (BCAG) is implementing a New Commuter Express route which will provide service within the DAC of Butte County to Chico Municipal Airport Industrial Park and locations in-between. The Chico Municipal Airport Industrial Park includes manufacturing, warehousing, and other production-related services, in addition to aviation oriented business.
Project Location:	BUTTE COUNTY
Project Start Date (anticipated):	July 01, 2016
Project End Date (anticipated):	June 30, 2017

Funding Information:

Funding Year:	FFY 2015-2016
Requested Amount of PUC 99313:	\$217,285
Requested Amount of PUC 99314:	\$13,641
Total LCTOP Funding:	\$230,926
Total Project Cost:	\$230,926

Project Benefits:

Greenhouse Gas Benefits (off of worksheet)

Estimated GHG Reduction:	11.18
Project Life:	1
Estimated Total GHG Reduction:	11.18

Disadvantaged Communities (DAC) Benefits:

Does your service area have a DAC?	Yes
Does the Project Benefit a DAC?	Yes
Identify the DAC Census Tracts?	CalEnviroScreen 2.0 Census Tract
Identify Specific DAC Benefit Criteria? <i>See Attachment B</i>	TP 1A: Project provides improved transit or intercity rail service for stations or stops in a disadvantaged community.
Qualitative Description of DAC Benefit?	Where possible, quantifiable impacts and benefits will be included, such as the Greenhouse Gas Reduction per year and ridership increase. Otherwise, descriptive impacts and benefits will be stated.
Describe the DAC Need Project Addresses?	The Project will address the DAC need of providing transit access to employment, health centers, non-profit outreach centers, and shopping which will encourage riders to shift from cars to transit.
Total GGRF \$ Allocated to DAC	\$230,926

Co-benefit

Critical Air Pollution Reduction:	N/A
VMT Reduction:	25,600
Ridership Increase	Approximately 3%
Fuel Use Reduction:	N/A
Energy Use Reduction:	N/A

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

Regional Entity: BCAG	
Project Lead: BCAG	County: BUTTE
Project Title: NEW B-LINE COMMUTER EXPRESS SERVICE	

Project Lead:

I certify the scope, cost, schedule, and benefits as identified in the attached Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process and/or auction receipts. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, project lead shall, at its own expense, ensure that the project is in a safe and operable condition for the public. I understand this project will be monitored by the California Department of Transportation - Division of Rail and Mass Transportation.

Name: MICHAEL ROSSON

Signature:



Title: TRANSIT MANAGER

Agency: BCAG

Date: 22-Jan-16

Amount: \$230,926

Contributing Sponsor(s):

*If this project includes funding from more than one project sponsor, the project lead above becomes the "recipient agency" and the additional contributing project sponsor(s) must also sign and state the amount and type of LCTOP funds (PUC Sections 99313 and 99314) contribution. Sign below or attach a separate officially signed letter providing that information. If there is more than one contributing sponsor, please submit additional page, or a letter from the additional contributors.

Name: N/A

Signature:

Title:

Agency:

Date:

Amount:

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

Project Lead: BCAG	Regional Entity: BCAG
County: BUTTE	
Project Title: NEW B-LINE COMMUTER EXPRESS SERVICE	

Project Lead:

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Name: MICHAEL ROSSON

Signature:

Title: TRANSIT MANAGER

Agency: BCAG

Date: 22-Jan-16

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Name: N/A

Signature:

Title:

Agency:

Date:

Amount:

PROJECT DESCRIPTION AND ALLOCATION REQUEST (FUNDING)

	<i>LCTOP Allocation</i>	<i>15/16</i>	<i>16/17</i>	<i>17/18</i>
Request Amount per PUC 99313:		\$217,285	\$0	\$0
Request Amount per PUC 99314:		\$13,641	\$0	\$0
Total Project Allocation Request:		\$230,926	\$0	\$0
Project Title:	NEW B-LINE COMMUTER EXPRESS SERVICE			
Project Location/Address:	Butte County/City of Chico			

Table 1: Project Lead Information

		Legislative District Numbers	
Agency Name:	BCAG	Assembly:	District 3
Contact Person:	Michael Rosson	Senate:	District 4
Contact Phone #:	530-879-2468	Congressional:	District 1
Email Address:	mrosson@bcag.org	Amount:	PUC Funds Type:
Address:	2580 Sierra Sunrise Terrace, 100	\$	217,285
	Chico, CA 95928	\$	13,641

Table 2: Contributing Sponsor Information

Name:		Amount :	PUC Fund Type:
Contact:		\$	
Contact Phone #:		\$	
Email Address:			
Address:			
<i>Other Contributing Sponsors: (Attach sheet with contact information)</i>		Amount:	PUC Fund Type:
Name:		\$	
Name:		\$	
Name:		\$	
TOTAL		\$230,926	

(*Contributing project sponsors provide signed letters of verification as to amount and eligibility or sign cover page)

Low Carbon Transit Operations Program (LCTOP) PROJECT DESCRIPTION AND ALLOCATION REQUEST (PROJECT)

Table 3: Type of Project

See Attachment A for category of project (example: Category 1A Implement new or expanded transit service (for new routes or expansion of existing routes).

Operations Projects				Capital Projects			
X	A1		Ai		B1		Bi
	A2		Aii		B2		Bii
	A3		Aiii		B3		Bii
	A4		Aiv		B4		
	A5						

Table 4: Project Summary

a) Project Description - Describe the project in your own words, using comprehensive overall project description regarding improvements to be made, increased level of service and performance goals.

This proposed project will add a new Commuter Express route that will provide service for riders within Butte County DAC area to the Chico Municipal Airport Industrial Park and destinations in-between. The Airport Industrial Park includes manufacturing, warehousing, and other production-related services, in addition to aviation-oriented business. There will be at least 50% of the revenue service miles provided towards the DAC.

The proposed project will operate 7 runs per day. The **1st run** will start at the Oroville Transit Center (OTC) (OTC services routes 24, 25, 26, 27, 30, & 31 which provide local transit service within the DAC); the first stop is the Park-N-Ride lot at 3rd & Grand (located within the 1/2 mile DAC zone); the next stop is the Chico Transit Center (CTC) (serves downtown businesses & the Regional & Local routes & is within 1/4 mile of Chico State University (CSU)); with approximately 4 stops along the route to the Chico Municipal Airport Industrial Park. The **2nd thru 6th runs** will provide service from the Chico Transit Center (CTC) (serves downtown businesses & the Regional & Local routes & is within 1/4 mile of Chico State University (CSU)); with approximately 4 stops along the route to the Chico Municipal Airport Industrial Park. The **7th/last run** will provide service from the Chico Municipal Airport Industrial Park; stop at the Chico Transit Center (CTC) (serves downtown businesses & the Regional & Local routes & is within 1/4 mile of Chico State University (CSU)); stop at the Park-N-Ride lot at 3rd & Grand (located within the 1/2 mile DAC zone); and ends at the Oroville Transit Center (OTC) (OTC services routes 24, 25, 26, 27, 30, & 31 which provide local transit service within the DAC). The **1st and 7th runs** are a combined **65 revenue service miles** and the **2nd thru 6th runs** are a combined **62 revenue service miles**. The project is to serve approximately 100 riders per day and the fare structure will remain in-line with the current B-Line fare structure. There are approximately 1300 employees at the Chico Municipal Airport Industrial Park that are not served by public transit.

The project will utilize a new clean-diesel 40' low floor BRT Transit Vehicle. The Project will enable Butte Regional Transit to add a New Transit Line that will benefit the DAC; by providing connectivity of Transit routes located within the DAC to employment, health centers, non-profit outreach centers, shopping, and Chico State University. This will encourage riders to shift from cars to transit thus reducing the Greenhouse Gas Emissions. In addition, the project will include marketing, new/revised schedules, bus stop signage, and other public outreach media to introduce/educate riders to the new transit service.

b) Project Location - Describe the location of the project. Also provide an 8 1/2" X 11" project site map that shows the transit service area and project location. Use link to CalEPA website for information, <http://www.calepa.ca.gov/EnvJustice/GHGInvest/default.htm>.

Effective 11/15
 The 1st run will start at the Oroville Transit Center (OTC) (OTC services routes 24, 25, 26, 27, 30, & 31 which provide local transit service within the DAC); the first stop is the Park-N-Ride lot at 3rd & Grand (located within the 1/2 mile DAC zone); the next stop is the Chico Transit Center (CTC) (serves downtown businesses & the Regional & Local routes & is within 1/4 mile of Chico State University (CSU)); with approximately 4 stops along the route to the Chico Municipal Airport Industrial Park. The 2nd thru 6th runs will provide service from the Chico Transit Center (CTC) (serves downtown businesses & the Regional & Local routes & is within 1/4 mile of Chico State University (CSU)); with approximately 4 stops along the route to the Chico Municipal Airport Industrial Park. The 7th/last run will provide service from the Chico Municipal Airport Industrial Park; stop at the Chico Transit Center (CTC) (serves downtown businesses & the Regional & Local routes & is within 1/4 mile of Chico State University (CSU)); stop at the Park-N-Ride lot at 3rd & Grand (located within the 1/2 mile DAC zone); and ends at the Oroville Transit Center (OTC) (OTC services routes 24, 25, 26, 27, 30, & 31 which provide local transit service within the DAC).. **Note: BCAG has provided the Butte County Disadvantage Area Map with the proposed route layout as an attachment to this grant.**

c) Project Life - For capital projects, state the Useful Life of the Project. For operations project state the number of months service will operate.	
Capital:	
Operations:	12 Months

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (BENEFITS/OUTCOMES)

Table 5: Description of Major Benefits/Outcomes

a) Greenhouse Gas Reduction - Describe how this project will reduce greenhouse gases and any assumptions or data that support this description. For example, "The expanded transit service will reduce VMT and greenhouse gas emissions by replacing auto trips with transit trips. Initial estimates indicate that the expansion could add 50 commuter bus riders per day to replace an average auto trip of 9.94 miles each way." If available, please provide the expected amount of VMT reductions and greenhouse gas reductions.
The new Commuter Express Service will assist BCAG in achieving its goal in reducing VMT and greenhouse gas emissions by replacing auto trips with transit trips from the DAC in Oroville to Chico Municipal Airport Industrial Park and destinations in-between. It is estimated that the new transit service could add 100 commuter bus riders per day or approximately 25,600 trips per year. This will replace an average auto trip of at-least 9.94 miles each way per day. The expected amount of VMT and GHG emissions reductions is 11.18. The average vehicle trip length per rider within Oroville & Chico to the Park-n-Ride lot and the Transit Centers is 2 miles. The new transit service will assist BCAG in continuing to achieve the VMT and Greenhouse Gas Emissions goals as outlined in The Butte County 2012 MTP/SCS report.

b) Increased Mode Share - Describe how this project will directly increase mode share.

The Project will expand and enhance Butte Regional Transit service within the City of Oroville (Disadvantage Community) and Butte County by providing the new Commuter Express Service. This enhancement will increase the mode sharing ridership and reduce the auto trips by transporting the riders within the DAC to access employment, medical, recreation, out source centers, education centers, and non-profit organizations. In addition, the project will include marketing, new/revised schedules, bus stop signage, and other public outreach media to introduce/educate riders to the new transit service. It is estimated that the new transit service could add 100 commuter bus riders per day or approximately 25,600 trips per year. This will replace an average auto trip of at-least 9.94 miles each way per day. The new transit service will utilize the current transit centers and the Park-N-Ride lot that is located within the DAC. This will provide an additional enhancement to increasing the functions of mode sharing within Butte County.

c) Disadvantaged Communities (DAC) Project Criteria

See Attachment B for DAC Criteria to Evaluate Projects (example: Category 1B Project provides transit incentives to residents with a physical address in a disadvantage community (e.g., vouchers, reduced fares, transit passes).

Low Carbon Transportation Projects				Transit Projects			
<input type="checkbox"/>	1A	<input type="checkbox"/>	2A	<input checked="" type="checkbox"/>	1A	<input type="checkbox"/>	2E
<input type="checkbox"/>	1B	<input type="checkbox"/>	2B	<input checked="" type="checkbox"/>	1B	<input type="checkbox"/>	2F
<input type="checkbox"/>	1C	<input type="checkbox"/>	2C	<input type="checkbox"/>	1C	<input type="checkbox"/>	2G
<input type="checkbox"/>	1D			<input type="checkbox"/>	1D	<input type="checkbox"/>	2H
				<input type="checkbox"/>	1E	<input type="checkbox"/>	2I
				<input type="checkbox"/>	1F	<input type="checkbox"/>	

d) Disadvantaged Communities (DAC) (if applicable*) - Describe how this project will directly benefit the DAC(s) within your service area in your own words. **For agencies whose service area includes disadvantaged communities, at least 50 percent of the total moneys received shall be expended on projects that will benefit disadvantaged communities.**

The New Commuter Express Service for Butte Regional Transit will provide at least **51%** of new service to the DAC area in Butte County. The Project will have benefits in reducing the GHG in the DAC and it will increase safety by removing vehicle congestion on the Highway and local roads in and around the DAC. The Project will enable Butte Regional Transit to add a New Transit Line that will benefit the DAC; by providing connectivity of Transit routes located within the DAC to employment, health centers, non-profit outreach centers, shopping, and Chico State University. This will encourage riders to shift from cars to transit thus reducing the Greenhouse Gas Emissions. The new Commuter Express service will provide support in expanding service goals; will improve economic competitiveness by providing service that is more reliable and timely access to employment centers, educational opportunities, services and other basic needs of students and workers. The new Commuter Express service will improve transit stops in the DAC and provide transit incentives to residents within the DAC. (See **Attached Butte County Disadvantage Area Map**)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (BENEFITS/OUTCOMES)

Table 5: Description of Major Benefits/Outcomes

e) Co-Benefits - Check all additional Benefits/Outcomes.	
<input checked="" type="checkbox"/> Improved Safety <input checked="" type="checkbox"/> Improved Public Health <input type="checkbox"/> Reduced Operating/Maintenance Cost <input checked="" type="checkbox"/> Increase System Reliability <input checked="" type="checkbox"/> Other Benefits (describe below)	<input checked="" type="checkbox"/> Coordination with Educational Institutions <div style="margin-left: 20px;"><input checked="" type="checkbox"/> College/University <input type="checkbox"/> Grades K-12</div> <input checked="" type="checkbox"/> Promotes Active Transportation (walking, biking) <input checked="" type="checkbox"/> Promotes integration with other modes of transportation
f) Co-Benefits - Describe benefits indicated above in d) and any other benefits not listed.	
<p>The project provides the statutory requirements of SB 862 for meeting GHG reduction requirements and services that benefit the Disadvantage Community (DAC). The project is estimated to save at least 6The Project will enable Butte Regional Transit in 1) adding a New Commuter Express Route, 2) adding new transit service within a disadvantage area (DAC), and 4) utilizing the Park-N-Ride location within a DAC. This Project will increase the Transit Riders in the DAC and Urbanized areas. The new Commuter Express Service project will begin in the City of Oroville (majority of DAC). The project will assist in reducing air pollution within the DAC and it will increase safety by removing vehicle congestion on the Highways and arterier roads. The Project will enhance mobility opportunities to all, including economically disadvantaged populations, senior citizens, non-drivers and persons with disabilities by reducing headways, adding service hours and adding a new route to areas (residential, commercial & civic centers) that are under served or not served at all. The Transit Centers, Park-N-Ride location, and transit stops provide connection and are connected to the bike and walking paths of Butte County. BCAG will operate a vehicle in the current fleet to provide service. The current vehicle is a 2014 clean-diesel 40' BRT Transit bus. BCAG is anticipating applying for additional grants through the Greenhouse Gas Reduction Fund Programs for the purchase of Zero-Emission buses to operate on the New Commuter Express Service.</p>	

Table 6: Project Schedule

Capital Projects	
Begin Construction Phase (Contract Award)	
End Construction Phase (Contract Acceptance)	
Begin Vehicle/Equipment Order (Contract Award)	
End Vehicle/Equipment Order (Contract Acceptance)	
Begin Closeout Phase	
End Closeout Phase	
Operations Projects	
Begin expanded/enhanced transit services	7/1/2016
End expanded/enhanced transit services	6/30/2017
Begin Closeout Phase	7/1/2017
End Closeout Phase	8/31/2017

START DATE FOR LCTOP FUNDED PHASES MAY NOT PROCEED PROJECT APPROVAL LETTER.

Pre-construction costs (e.g design, environmental and right-a-way) are not eligible to be funded by LCTOP funds,they must be funded by other soures.

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (OPERATIONS DESCRIPTION)

Table 7: Operations Project Description

a) Describe the operating plan for this system.

Butte Regional Transit (B-Line) provides public transit service in Butte County. Twenty-one (21) routes travel locally in Chico, Oroville and Paradise, and connect communities throughout Butte County which includes Gridley/Biggs area. B-Line operates seven days a week, excluding selected holidays, offering a combination of local & regional fixed route service and demand response.

B-Line operates its services with a fleet of 36 fixed route vehicles, ranging in size from 30-40 feet, with capacity ranging from 40-60 passengers. The Paratransit fleet consists of 30 vehicles, with a seating capacity of 18 passengers. The majority of the fixed routes operate Monday-Friday on either 30 or 60-minute headways, with one route as frequent as 20-minute headways during peak service. Two of the intercity connectors provide morning and evening commuter service. Half of the routes operate Saturday service, with most headway running either 60 or 120 minutes (and one route as frequent as 30 minutes). Sunday service has two routes with 120-minute headways connecting the three largest incorporated cities in the county. Fixed route service runs from 5:50 a.m., until 10:00 p.m. weekday. Saturday service operates from 7:50 a.m. – 7:00 p.m., while Sunday service runs from 7:50 a.m. – 6:00 p.m.

b) Describe the fare structure for this system.

The Butte Regional Transit System has the following fare structure: 10-RIDE, 2-RIDE, 30-DAY, SMART CARD and ALL DAY passes. The entire fleet including the paratransit vehicles is equipped with GFI smart card technology. The system has a two-fare structure for both Local and Regional service. Specific fares including discounts are posted at www.bline.com.

Cash	Local	Regional
Regular	\$ 1.50	\$ 2.00
Discount *	\$ 0.75	\$ 1.00
Youth (6-18)	\$ 1.00	\$ 1.50
Child (under 6)	2 free **	2 free **
10-Ride Pass	Local	Regional
Regular	\$ 13.50	\$ 18.00
Discount *	\$ 6.75	\$ 9.00
Youth (6-18)	\$ 9.00	\$ 13.00
2-Ride Pass	Local	Regional
Regular	\$ 3.00	\$ 4.00
Discount *	\$ 1.50	\$ 2.00
Youth (6-18)	\$ 2.00	\$ 3.00
30-Day Pass	Local	Regional
Regular	\$ 37.50	\$ 48.00
Discount *	\$ 19.00	\$ 25.00
Youth (6-18)	\$ 25.00	\$ 34.00
All-Day Pass		

For \$4.00 an All Day Pass can be purchased directly from the bus driver for unlimited access to the entire system for the day.

Effective 11/1/15

c) Describe the assumptions and process that were used to develop the ridership projections shown in the request.


The ridership projections for the project were estimated based on surveys and outreach meetings conducted by the Managers and Executives of the businesses located at the Chico Municipal Airport Industrial Park and the downtown business district, the City of Chico and ridership data from the DAC areas and current routes. The assumptions are estimating a target ridership audience of 1,300 to 1,500 potential employees/riders. BCAG factor approximately 6% to 7% of that target ridership group to use the service with an additional 2% to 3% countywide ridership group. This will give an estimated annual ridership of approximately 25,600 riders.

d) Describe the assumptions and process for how the operating cost projections were developed.

The operating cost projections for the project were developed by factoring the proposed scheduled revenue hours and the marketing, bus stop signage, schedules, and other media materials. The proposed scheduled route hours begin at 5:35am and end at 6:30pm, Monday thru Friday. There are 2.5 AM trips and 1 MID-DAY trip and 2.5 PM trips. This is a proposed revenue hours of 7.5 revenue hours per day. The proposed annual revenue hours are 1,920. The proposed annual revenue hours of 1,920 were multiplied by BCAG/B-Line Operating Cost Per Hour which is \$100. The marketing, bus stop signage, schedules, and other media materials cost are derived from current costs of the current bus system. This will give a projected cost of approximately \$230,926.

Low Carbon Transit Operations Program TOTAL PROJECT COST AND FUNDING PLAN

The following Funding Plan has been reviewed and approved by the undersigned. It includes a complete list of funds for this project and is the total cost of the project, including LCTOP funds.

Person preparing this form (please type or print) MICHAEL ROSSON	Phone: (530) 879-2468	Date: 01/29/2016
Approval Authority: Sign and date 01/29/2016 	Typed name and phone number: JON CLARK - (530) 879-2468	

Shaded fields are automatically calculated. Please do not fill these fields.

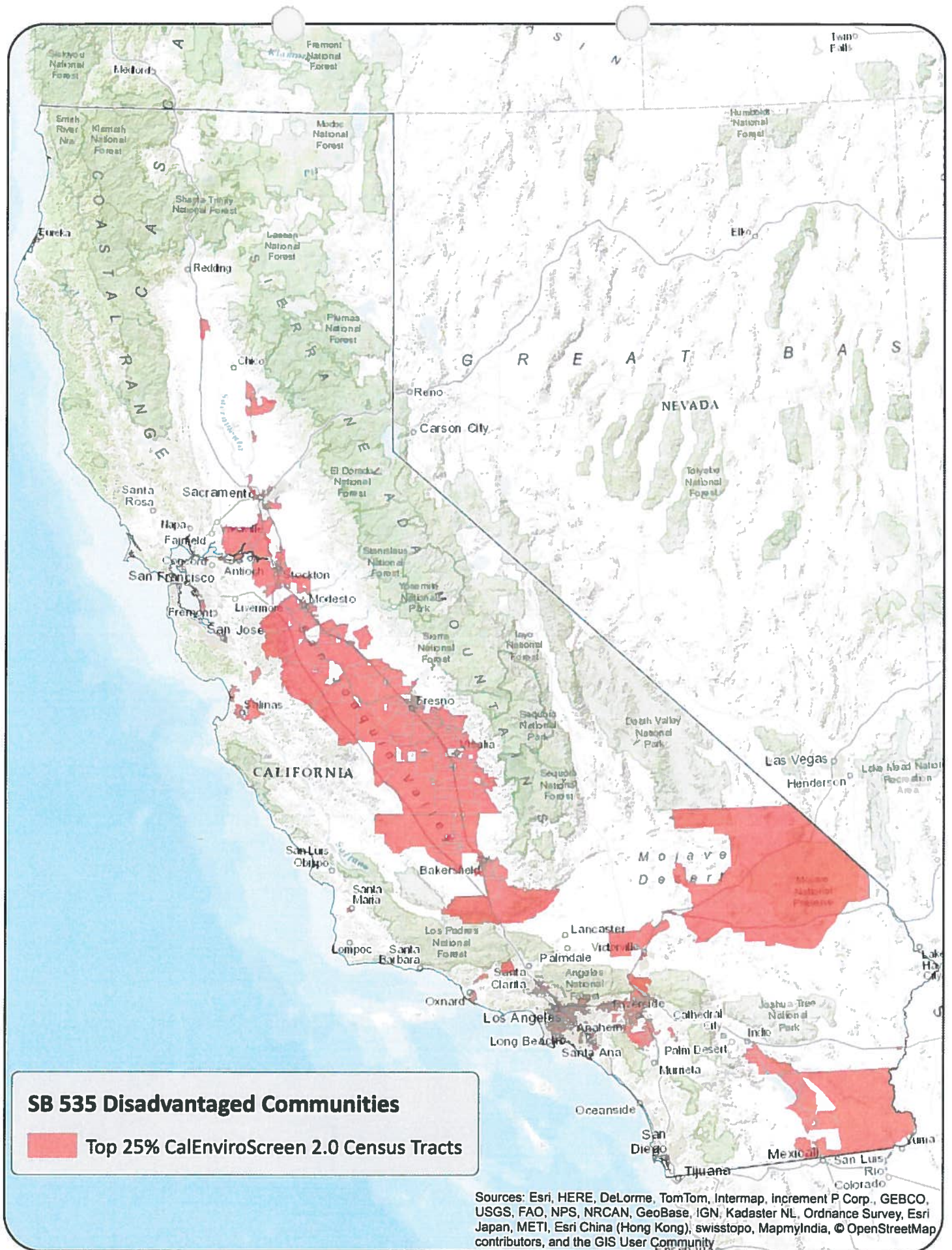
Proposed Total Project Cost									Project
Component	Prior	FY 16/17	FY	FY	FY	FY	FY	FY	Total
PA&ED	0	0	0	0	0	0	0	0	0
PS&E	0	0	0	0	0	0	0	0	0
R/W	0	0	0	0	0	0	0	0	0
CON	0	0	0	0	0	0	0	0	0
Veh/Equip Purchase	0	0	0	0	0	0	0	0	0
Operations/Other	0	230,926	0	0	0	0	0	0	230,926
TOTAL	0	230,926	0	0	0	0	0	0	230,926

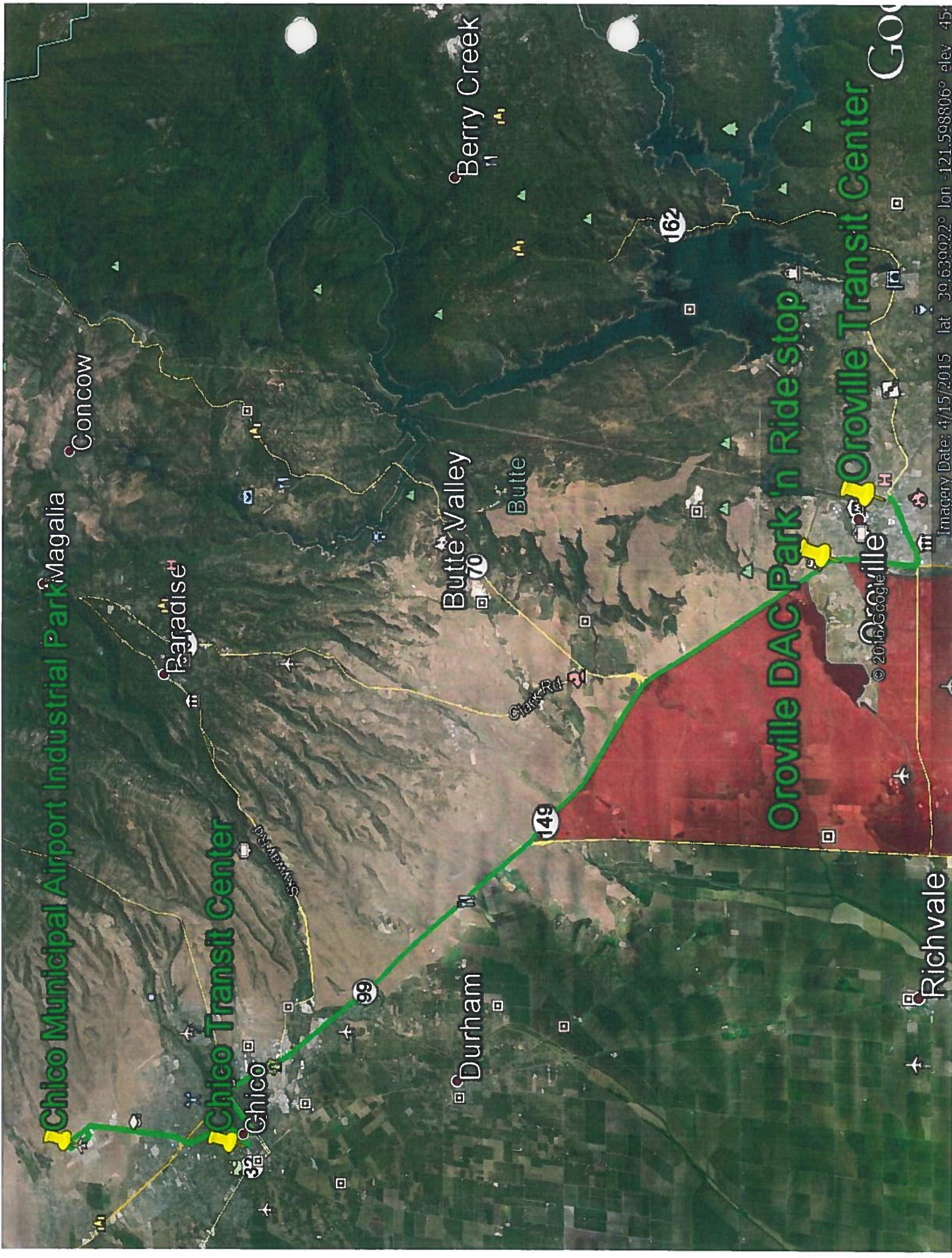
Low Carbon Transit Operations Program (LCTOP)									Total
Component	Prior	FY 16/17	FY	FY	FY	FY	FY	FY	
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Operations/Other		230,926							230,926
TOTAL	0	230,926	0	0	0	0	0	0	230,926

Funding Source:									Total
Component	Prior	FY 16/17	FY	FY	FY	FY	FY	FY	
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Operations/Other									0
TOTAL	0	0	0	0	0	0	0	0	0

Funding Source:									Total
Component	Prior	FY 16/17	FY	FY	FY	FY	FY	FY	
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Operations/Other									0
TOTAL	0	0	0	0	0	0	0	0	0

Funding Source:									Total
Component	Prior	FY 16/17	FY	FY	FY	FY	FY	FY	
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Operations/Other									0
TOTAL	0	0	0	0	0	0	0	0	0





Chico Municipal Airport Industrial Park Magalia

Chico Transit Center

Oroville DAC Park 'n Ride Stop

Oroville Transit Center

Richvale

Durham

Butte Valley

Butte

Berry Creek

Concow

Paradise

Chico

Oroville



California Air Resources Board (ARB)
Greenhouse Gas Emission Reduction Calculator for the
California Department of Transportation (Caltrans)
Low Carbon Transit Operations Program (LCTOP)
Greenhouse Gas Reduction Fund
Fiscal Year 2015-16

The California Air Resources Board (ARB) is responsible for providing the quantification methodology to estimate greenhouse gas (GHG) emission reductions from projects receiving monies from the Greenhouse Gas Reduction Fund (GGRF).

This GHG emission reduction calculator accompanies the quantification methodology for the fiscal year (FY) 2015-16 GGRF Low Carbon Transit and Operations Program (LCTOP) available at: <http://www.arb.ca.gov/cc/capandtrade/auctionproceeds/finallctopam.pdf>

Applicants must use this calculator to estimate the GHG reductions associated with the LCTOP projects. **Refer to the quantification methodology document for background, step by step detailed instructions and examples.** To use this calculator, follow these steps:

Step 1 Identify the LCTOP proposed project type(s): The applicant must select at least one eligible project type from Tables 1 or 2 and may select additional project types from Tables 3 or 4.

Step 2 Determine the inputs needed: The applicant will use Tables 5 and 6 to determine the required project details needed for input into this calculator tool for the applicable project type selected in Step 1.

Step 3 Estimate GHG emission reductions: The applicant will enter the project details identified in Step 2 into this calculator tool to calculate the GHG emission reductions of the proposed project.

Read Me Tab (this page):

Enter the Project Name, Project ID and the contact information for person who can answer project specific questions from staff reviewers on the quantification calculations. The Project ID is assigned by Caltrans. This file will be submitted with other documentation requirements. Please use the following file naming convention: "[Project ID]_[Project Name]" not to exceed 20 characters. For example, if the application ID is "1-1C_001," the project name is "Transit BRT," and the file is the input file, the file name may be "1-1C_001Transit BRT." Project names may be abbreviated.

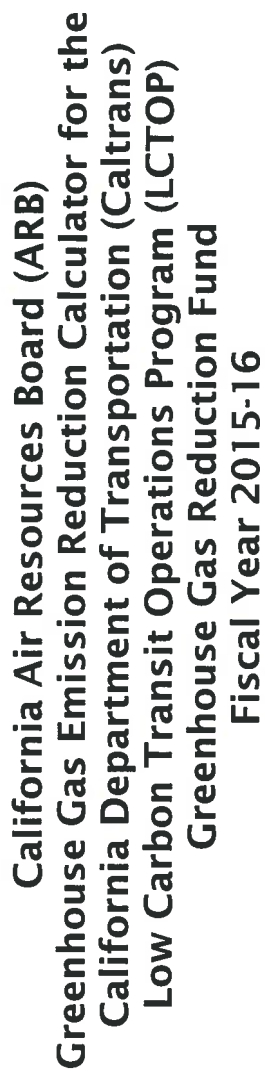
Project Name:	BCAG Commuter Express
Project ID:	
Contact Name:	Michael Rosson
Contact Phone Number:	530-879-2468
Contact Email:	mrosson@bcag.org
Date Completed:	1/29/2016

Inputs Tab:

Headers in red indicate input needed by the project applicant. For each row, applicants must work from left to right and enter all relevant data. Some cells may not be applicable to the project. These cells will turn black and be locked based on inputs. Applicants should use as many rows as necessary to characterize all relevant features of the proposed project. Definitions are provided in the definitions tab, including how to determine Year 1, Year F, and adjustment factors. Inputs must be substantiated in the documentation provided to ARB; see Section C. Documentation of the quantification methodology.

Submit documentation: Save file for submittal. See Section C. Documentation of the quantification methodology for additional documentation requirements.

For more information on ARB's efforts to support implementation of GGRF investments, see: www.arb.ca.gov/auctionproceeds
Questions on this document should be forwarded to GGRFProgram@arb.ca.gov
Questions on the LCTOP program should be forwarded to LCTOPcomments@dot.ca.gov



 **Air Resources Board**

Inputs into columns highlighted in YELLOW with **RED headers** are required fields dependent on project type (see quantification Must be filled out from left to right

Page 2 of 6

1 methodology)

[illegible]



California Environmental Protection Agency



California Air Resources Board (ARB)
Greenhouse Gas Emission Reduction Calculator for the
California Department of Transportation (Caltrans)
Low Carbon Transit Operations Program (LCTOP)
Greenhouse Gas Reduction Fund
Fiscal Year 2015-16

Project Name:	BCAG Commuter Express
Project ID:	0

Inputs in **RED** must be filled out

Results	GHG Emissions (MTCO2e)	Description
Net GHG Benefits	11.18	Total GHG Emission Reductions (MTCO2e)
LCTOP Funds Requested (\$)	230,926.00	Funds requested per State Controller's Office Eligible list for FY 2015-16
Total LCTOP Funds Requested (\$)	230,926.00	Includes all LCTOP allocations the applicant intends to utilize (up to three FY allocations including FY 2015-16) for the proposed project. Use the State Controller's Office Eligible list for FY 2015-16 allocation funding amounts to estimate the subsequent funding allocations.
Total GGRF Funds Requested (\$)	230,926.00	Includes the Total LCTOP fund requested and any other GGRF Program monies
Total GHG Emission Reductions /Total GGRF Funds Requested (\$)	0.0000	The metric to be reported in the application.

Low Carbon Transit Operations Program (LCTOP)
AUTHORIZED AGENT

AS THE Executive Director
(Chief Executive Officer / Director / President / Secretary)

OF THE Butte County Association of Governments
(Name of County/City Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Michael Basson, Transit Manager OR
(Name and Title of Authorized Agent)

Ivan Garcia, Programming Manager OR
(Name and Title of Authorized Agent)

(Name and Title of Authorized Agent)

Jon Clark Executive Director
(Print Name) (Title)

[Signature]
(Signature)

Approved this 26 day of February, 20 16

Attachment: Board Resolution approving Authorized Agent

Low Carbon Transit Operations Program (LCTOP) CERTIFICATIONS AND ASSURANCES

Project Sponsor: Butte Regional Transit

Agency Name: BCAG

Effective Date of this Document: 02/26/16

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Low Carbon Transit Operations Program. As a condition of the receipt of LCTOP funds, project lead must comply with these terms and conditions.

A. General

- (1) The project lead agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
- (2) The project lead must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

- (1) The project lead certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The project lead assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
- (2) The project lead certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
- (3) The project lead certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
- (4) The project lead certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
- (5) The project lead certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
- (6) The project lead must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
- (7) Any interest the project lead earns on LCTOP funds must be used only on approved LCTOP projects.
- (8) The project lead must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).
- (9) Under extraordinary circumstances, a project lead may terminate a project prior to completion. In the event the project lead terminates a project prior to completion, the project lead must (1) contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to

verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

- (10) Funds must be encumbered and liquidated within the time allowed.

C. Reporting

- (1) The project lead must submit the following LCTOP reports:
- a. Semi-Annual Progress Reports by May 15th and November 15th each year.
 - b. A Final Report within six months of project completion.
 - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to the Department within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.
- (2) Other Reporting Requirements: ARB is developing funding guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with ARB's funding guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

- (1) The project lead agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The project lead agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
- a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and
 - b. Those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (3) Any project cost for which the project lead has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project lead to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the project lead to the State. Should the project lead fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project lead from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

E. Record Retention

- (1) The project lead agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project lead, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the project lead, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project lead, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the project lead pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project lead's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project lead's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project lead shall furnish copies thereof if requested.
- (3) The project lead, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

The Department may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at the Department's discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

BY:



AUTHORIZING OFFICER, Title
Unit/Department/Agency

Executive Director



**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
RESOLUTION NO 2015/2016 - 09**



**RESOLUTION OF THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
AUTHORIZATION FOR THE EXECUTION OF THE LOW CARBON TRANSIT
OPERATIONS PROGRAM (LCTOP) PROJECT:
(NEW B-LINE COMMUTER EXPRESS SERVICE – \$230,926)**

WHEREAS, the Butte County Association of Governments (BCAG) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Butte County Association of Governments (BCAG) wishes to implement the LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Butte County Association of Governments (BCAG) that the fund recipient agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Butte County Association of Governments (BCAG) that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2015-16 LCTOP funds:

Project information:

Project Name: NEW B-LINE COMMUTER EXPRESS SERVICE

Amount of LCTOP funds requested: \$230,926

Short description of project: Butte County Association of Governments (BCAG) is implementing a New Commuter Express route, which will provide service within the DAC of Butte County to Chico Municipal Airport Industrial Park and locations in-between. The Chico Municipal Airport Industrial Park includes manufacturing, warehousing, and other production-related services, in addition to aviation-oriented business.

Contributing Sponsors (if applicable): N/A

PASSED AND ADOPTED

AYES:

Connelly, Kirk, Lambert, Teeter, Busch, Fillmer, Borges Pittman, Jones

NOES:

None

ABSENT:

Dahlmeier, Wahl

ABSTAIN:

None

APPROVED:



BILL CONNELLY, CHAIR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

ATTEST:



JON A. CLARK, EXECUTIVE DIRECTOR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS



**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
RESOLUTION NO 2015/2016 - 10**



**RESOLUTION OF THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
AUTHORIZATION FOR THE EXECUTION OF THE CERTIFICATIONS AND
ASSURANCES AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON
TRANSIT OPERATIONS PROGRAM (LCTOP)**

WHEREAS, the Butte County Association of Governments (BCAG) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Butte County Association of Governments (BCAG) wishes to delegate authorization to execute these documents and any amendments thereto to Jon Clark, Executive Director.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Butte County Association of Governments (BCAG) that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Jon Clark, Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED

AYES:

Connelly, Kirk, Lambert, Teeter, Busch, Fillmer, Borges Pittman, Jones

NOES:

None

ABSENT:

Dahlmeier, Wahl

ABSTAIN:

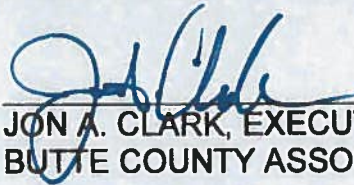
None

APPROVED:



BILL CONNELLY, CHAIR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

ATTEST:



JON A. CLARK, EXECUTIVE DIRECTOR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS